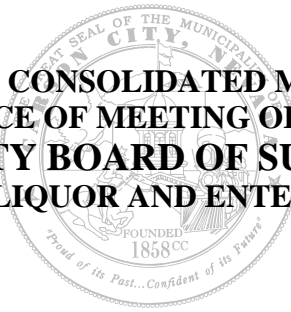


**CARSON CITY CONSOLIDATED MUNICIPALITY
NOTICE OF MEETING OF THE
CARSON CITY BOARD OF SUPERVISORS
AND CARSON CITY LIQUOR AND ENTERTAINMENT BOARD**



Day: Thursday
Date: December 17, 2009
Time: Beginning at 8:30 a.m.
Location: Community Center, Sierra Room
851 East William Street
Carson City, Nevada

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Invocation** - Rob Jennings-Teats, First United Methodist Church
4. **Pledge of Allegiance**
5. **Action on Approval of Minutes**
6. **Adoption of Agenda**
7. **Public Comments and Discussion:**

The public is invited at this time to comment on and discuss any item not on the agenda that is relevant to, or within the authority of, the Carson City Board of Supervisors, the Carson City Liquor and Entertainment Board, the Carson City Redevelopment Authority and the Carson City Board of Health. No action may be taken on a matter raised under this item of the agenda until the matter itself has been specifically included on an agenda as an item upon which action will be taken. Public comment during individual agenda items will be taken on the item at the time the item is called for hearing.

8. **Consent Agenda**

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All matters listed under the consent agenda are considered routine and may be acted upon by the Board of Supervisors with one action and without an extensive hearing. Any member of the Board or any citizen may request that an item be taken from the consent agenda, discussed and acted upon separately during this meeting. The Mayor, or the Mayor Pro-Tem, retains discretion in deciding whether or not an item will be pulled off the consent agenda.
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8-1. **District Attorney**

Action to adopt a resolution adopting and approving an Interlocal Contract between the State of Nevada, acting by and through its Department of Public Safety Records & Technology Division, Records Bureau and Carson City, a consolidated municipality and political subdivision of the State of Nevada, on behalf

of the Carson City District Attorney's Office, to provide on-line terminal access to criminal history record information and other matters properly related thereto. *(Neil Rombardo)*

Staff Summary: Adoption of this agreement will continue to allow the Carson City District Attorney's Office to access valuable criminal history record information that is managed by the State of Nevada.

8-2. City Manager

Action to reappoint Lee-Ann Keever, Gianna Marie Shirk, J. Kyle Horvath and Jens Peerman to the Shade Tree Council to two year terms that will expire January 1, 2012. *(Larry Werner)*

Staff Summary: CCMC Chapter 2.18.010 provides for seven members of the Shade Tree Council. There are four vacancies to be filled on the Shade Tree Council due to terms expiring. The Council has interviewed the applicants and recommends the reappointment of Lee-Ann Keever, Gianna Marie Shirk, J. Kyle Horvath and Jens Peerman.

(End of Consent Agenda)

9. Recess as Board of Supervisors

Liquor and Entertainment Board

10. Call to Order & Roll Call – Liquor and Entertainment Board

11. Action on Approval of Minutes

12. Public Works - Business License

Action to approve Timothy Herbst as an additional liquor manager for Terribles (Liquor License #10-26806, #10-25539, and #10-25532) locations at 4640 S. Carson St., 1102 N. Carson St., and 1615 E. Fifth St., Carson City. *(Jennifer Pruitt)*

Staff Summary: All liquor license requests are to be reviewed by the Liquor Board per CCMC 4.13. Timothy Herbst is applying to be listed as an additional liquor manager on the existing packaged liquor licenses. The background investigation has been completed and staff is recommending approval.

13. Action to Adjourn as the Liquor and Entertainment Board

14. Reconvene as the Board of Supervisors

Ordinances, Resolutions, and Other Items

15. Any item(s) pulled from the Consent Agenda will be heard at this time.

16. Public Works - Business License

Action to adopt, on second reading, Bill No.129, an ordinance amending the Carson City Municipal Code Title 4, Licenses and Business Regulations, Chapter 13, Liquor Board and Liquor Licensing and Sales, by adding Section 4.13.115, Death of or change to person listed on license, to require notification of the death of a person or change to a person listed on a license and Section 4.13.125, Issuance or denial of a license, to set forth grounds for the issuance or denial of a license and amending Section 4.13.010,

Definitions, by amending various definitions, Section 4.13.060, Application for license, Section 4.13.070, Investigation - Fees and Section 4.13.190, Unlawful to serve minors, by making technical changes, Section 4.13.100, License - Board procedure, to allow the authorized representative of an applicant to appear before the board, Section 4.13.105, New License, to make technical clarifications regarding fees for applications for a license, Section 4.13.110, License - fees, to provide that failure to pay a license fee shall result in the expiration of the license, Section 4.13.120, License - transferability and use, to authorize the temporary transfer of a license in certain circumstances, Section 4.13.135, Reactivation of prior existing license, to clarify when a new application fee is not required, Section 4.13.140, Grounds for disciplinary action, to provide that the failure to pay a fine is a ground for disciplinary action, Section 4.13.150, Disciplinary action procedure and penalties, to revise the procedures regarding disciplinary action, Section 4.13.170, Qualifications of employees, to make various changes relating to the training of employees, Section 4.13.220, Definitions, amending the definition of a short-term permit, Section 4.13.240, Application for short-term permit, to allow for the waiver of the deadline for filing an application for the permit and Section 4.13.260, Denial - remedy, to revise the procedures for the approval of a short term permit and other matters properly related thereto. (*Jennifer Pruitt*)

Staff Summary: The proposed changes to the current provisions of the Carson City Municipal Code governing the issuance and regulation of liquor licenses include the following section additions: 4.13.115 Change in Corporate Officers and Directors and 4.13.125 Issuance or denial of license. Other changes include the addition of a hearings officer in the disciplinary action process, expiration of license for failure to pay annual liquor license fees within 30 days of due date, and the requirement of a liquor license holder to maintain an alcohol training program.

17. Public Works - Building

Action to adopt on second reading Bill No. 130, an ordinance amending the Carson City Municipal Code Title 15, Buildings and Construction, Chapter 15.05, Building Code, Section 15.05.020, Adoption and administration of Building and Construction Codes, by repealing the adoption of Sections 109.3.5 Roof Nail Inspection, 109.3.7 Insulation Inspection, 109.3.8 Lath and Gypsum Board Inspection and 109.3.10 Energy Efficiency Inspections, and amending Sections 109.3.9 Fire-Resistant Penetrations to include Fire-Resistant Assemblies and 106.3 Examination of Documents to exclude certain items from the plan review process. (*Kevin Gattis*)

Staff Summary: The proposed language would eliminate a portion of code required inspections and certain items that are currently reviewed for code compliance in the plan review process. All noted items are still required as part of plan submittals and shall be installed per the adopted codes in structures and outside of structures where applicable. These changes are due to reduced staffing in the building division.

18. Public Works - Planning and Zoning

- A) Action to introduce, on first reading, an ordinance amending the Carson City Municipal Code Title 18, Zoning, Chapter 18.16, Development Standards, Division 4, Signs, Section 4.4.7, Administration, Exceptions, to modify the regulations relating to the temporary display of banners and other sign devices, and other matters properly related thereto. (ZCA-09-085) (*Lee Plemel*)

Summary: An ordinance was adopted in January 2009 to temporarily eliminate time limits on banners for a period of one year in order to allow commercial businesses more advertising alternatives during difficult economic conditions. The ordinance expires at the end of 2009 and a new ordinance must be adopted to continue the same temporary sign provisions or modify them.

- B) Action to approve an amendment to the 1996 Carson River Master Plan making a minor amendment to Carson River Advisory Committee mission statement and amending the Advisory Committee goals. (MPA-09-084) (*Lee Plemel*)

Staff Summary: The proposed amendment would modify the mission statement to include the Carson River “watershed” to the matters regarding which the Committee makes recommendations to the Board of Supervisors, rather than just regarding the Carson River proper. The amendment would also update the goals of the committee, which were originally adopted in 1996.

19. Finance

Action to accept the Carson City Comprehensive Annual Financial Report for the fiscal year ended June 30, 2009. (*Nick Providenti*)

Staff Summary: City staff and representatives from Kafoury, Armstrong and Co. will be making a presentation of the City’s financial status as well as recommendations for improvement.

20. City Manager

- A) Action to appoint three members to the Parks and Recreation Commission to four year terms ending January 2014. (*Larry Werner*)

Staff Summary: Carson City Municipal Code Chapter 2.16 and NRS 244.3076 provide for a Parks and Recreation Commission to be composed of not more than nine members who shall be appointed by the Board of Supervisors. There are three openings due to members’ terms expiring. Donna Curtis and Sean Lehmann have requested reappointment and Janice Brod, Dianne Baker-Roberts and Keith Conrad are new applicants.

- B) Review of the Carson City Operations Scorecard and reporting of measures and information affecting the 2009/2010 Business Plan. (*Linda Ritter*)

Staff Summary: This item represents the monthly business review related to the City-wide performance scorecard. Staff is preparing a Briefing Book that highlights some of the interesting measures and developments that have taken place since the last report. A few subjects we will bring to you is a follow up to questions posed regarding transient room occupancy trends, especially in light of relatively stable taxable sales reported for food, drink and amusements. Staff will also present monthly revenue and expenditure data, set up as performance measures and compared against budget targets. This budget update will also include a report of the actions taken by staff to reduce expenses in light of continued declines in taxable sales.

21. Board of Supervisors

- A) Action to appoint members of the Board of Supervisors to various Boards, Committees and Commissions.

Staff Summary: Board members serve on various Boards, Committees and Commissions. Typically appointments are made each January for the upcoming year. Due to the anticipated absence of a Board member for the first meeting in January, the Board is being asked to make their appointments at this meeting with the effective date of January 1, 2010.

- B) Non-Action Items:

Internal communications and administrative matters
Correspondence to the Board of Supervisors
Status reports and comments from the members of the Board
Staff comments and status report

22. Action to Adjourn

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Copies of information related to the above items can be viewed at the reference desk at the Carson City Public Library.
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Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, you are encouraged to call the responsible agency or the City Manager's Office. You are encouraged to attend this meeting and participate by commenting on any agenda item.
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Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the City Manager's Office in writing at 201 North Carson Street, Carson City, NV, 89701, or by calling (775)887-2100 at least 24 hours in advance.
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This meeting can be viewed on Channel 226. For specific dates and times - www.bactv.org.
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*This agenda and backup information are available on the City's website at
www.carson-city.nv.us*
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This notice has been posted at the following locations:

Community Center 851 East William Street
Public Safety Complex 885 East Musser Street
City Hall 201 North Carson Street
Carson City Library 900 North Roop Street

Date: December 10, 2009